

## STATE OF MISSOURI



## *Information Technology Advisory Board*

March 26, 2008 ITAB Meeting Minutes

### Attendees:

Doug Young, ITAB VP, MDC

Dan Ross, CIO ITSD

Adams, Steve ITSD-DSS	Duwe, Daryl META	Luebbert, Mary OA-ITSD	Rabenold, Jim MONG
Alexander, Dan SOS	Dwyer, Tim ITSD-DIFP	Martin, Gina ITSD-Central	Reed, Phil ITSD-DOR
Allen, Corky Gartner, Inc.	Eggen, Gary OA-DPMM	McFarland, Rick ITSD-DNR	Renick, Cindy SAO
Anderson, Rachel ITSD-ITCO	Falter, Jeff ITSD-DOR	Medley II, Carl WWT	Schmid, Dennis ITSD-Central
Atchison, BJ ITSD-DED	Gerrard-Hartman, Marilyn ITSD	Mertens, Chris OA-ITSD	Stokes, Tom OA-ITSD
Beasley, Tim Tshibanda	Gilliom, Todd SOS	Miller, Christina SOS	Thomas, Ron OA-ITSD
Beckwith, Rich MO House	Gronauer, Cliff MSHP	Miller, Mike MODOT	Volkart, Jason ITSD-MDA
Bell, Brenda OA-DOP	Holmes, Arlan ITSD	Moeller, Daniel STO	Voss, Brenda Rose Int.
Borgstede, Bob CIBER	Jones, Dallas DMH	Monda, Paul ITSD-DHSS	Weaver, Alicia ITSD
Bott, Bill ITSD	Jones, Molly WWT	Mullen, John MSPD	Wegman, John IBM
Brooks, Pat OSCA	Kelso, Craig SOS	Myers, Bob Tier	Werdehausen, Irene Ultreya
Davis, Rob ITSD-DOLIR/DED	Koelling, Bobbie ITSD-DESE	Pashia, Dennis AT&T	Wieberg, Pete OA-ITSD
Dixon, Brent OA-DPMM	Krause, Guy OA	Peterson, Rex MOREnet	Wright, Paul ITSD-DESE/DHE
Drewel, Debi PSC	Lloyd, Don ITSD-DOC	Porter, RD OA-ITSD	

Doug Young called the meeting to order at 8:30 a.m.

### **PRESENTATIONS/DISCUSSION ITEMS**

Non-Competitive Exam for CIT Trainee and CIT I Merit Classifications (Paul Wright)

Dan Ross recognized Paul Wright for his service as ITAB chair in 2007 and Chet White for all his service to the ITSD.

Chet White discussed steps which personnel has taken to help with IT position classifications. He introduced Benda Bell the personnel analyst assigned to work with IT positions.

### **ACTION ITEMS**

1. ITAB February 27, 2008 meeting minutes were presented for approval. No changes were made.  
Motion made by Cliff Gronauer to approve and seconded by Steve Adams. The minutes were approved.

### **GENERAL BUSINESS**

#### **1. CIO Discussion (Dan Ross)**

- a. In the March issue of Governing Magazine, Grading The States Report gave Missouri high marks in it's use of information technology. Missouri's overall score improved from a B in 2007 to a B+ for 2008.
- b. Dan thanked GIS staff for their help at SEMA during recent flooding events.
- c. Missouri Accountability Portal received a positive response from citizens and news media.
- d. Letters were sent to department directors of consolidated agencies concerning defending the budget. The House voted on approximately \$1.3 million in cuts to the ITSD budget. Efforts are being made to get this amount restored.

- e. Second Life Virtual Job fair is up and running. The fair was held in middle of day to catch both coasts. Will hold again in the evening to try and reach more people.
- f. Due to more internal consolidation, there are 2 directors now supporting 2 agencies. Paul Wright is supporting Department of Higher Education and the Department of Elementary and Secondary Education. Rob Davis is supporting the Department of Labor and Industrial Relations and the Division of Economic Development.

## **2. ITAB Chair Items (Doug Young, MDC)**

- a. N/A

## **ITAB COMMITTEE UPDATES-**

### **1. Architecture Review Committee (Ron Thomas) –**

No meeting in March of the ARC.

Recent information was sent out to look at last quarter's bulk buy. The numbers that came back were really low. Were down in a couple of categories. Delaying bulk buy by about a week to try and get new information back.

### **2. Digital Media Developers Committee (Lainie Strange/Bobbie Koelling) –**

Presentation was given last month on SOS Mapping software used for election night.

DMD website reviews were sent privately to all agency directors in early March.

Online security policy and ITAB security domain have been approved. Agencies are encouraged to incorporate these policies into their websites. Policies will be posted on the DMD site.

Next meeting will be April 3, 2008, Truman Bldg., Rm. 500.

### **3. MOTEC (Jeff Falter/Laura Mertens) –**

FY09 cap is currently being worked on. Plan to present cap at May meeting.

Usage is good but down in February due to weather cancellations.

### **4. Personnel Committee (Chris Wilkerson) –**

Personnel Committee is not meeting, however sub-committee is. Christy has been replaced with Phil Reed.

Sub-committee now consists of Chris, Phil and Paul Wright.

DESE positions were discussed at sub-committee meeting.

### **5. Project Management Standing Committee (Rich Beckwith/Tom Stokes) –**

At last meeting, reviewed action plans for 4 primary goals with Bill Bott.

Frank Cox is working on a tool to assist Project Managers with tracking amount of time spent doing Project Management Practitioner work. Will be available on website soon.

Beginning annual review and update of Best Practices Manual.

Tom passed out a report of all certified Project Managers. MOTEC has contracted with a company to offer online project management training. Cost is approximately \$90.00 a year for unlimited courses. Tom will produce report every first and third quarter for agencies to track their Project Managers.

### **6. User Group Coordination (Jeff Falter) – No report.**

### **7. MOREnet Update (Chip Byers) –**

Rex Peterson – A 10MB connection has been made from hub at UMSL to Regis.

### **8. Statewide Purchasing Update (Gary Eggen) –**

Survey was sent out asking for feedback on the IT Consulting Services contract. Several good responses were received.

Inquiries have been received regarding state employees purchasing off of the PC prime vendor contract. Employees cannot purchase from the contract, however manufacturer programs have been identified for discounting to state employees. This information can be found on WWT's website after you login, however work is being done to get the information presented on the main page so no login is required. Gary stated they are finalizing an amendment to the PC Prime Vendor contract to incorporate asset allocation and disposal of non-functioning PC equipment.

#### **9. Technology Services Update (Chris Wilkerson) –**

Pete - Monday, 3/31/08, email will be shut down on the old services box. June 30<sup>th</sup> is the target date for complete shutdown of the old boxes.

Marilyn - The first statewide Safeboot users group meeting took place and was well attended. Two more meetings are scheduled for 4/8/08 & 5/6/08 at 10:00am in Truman Bldg. Rm. 400.

Survey responses were received regarding usage of Adobe products. Marilyn will be working with Adobe to see if better pricing can be provided.

The cooperative purchase of Symantec Ghost has been completed. Those who participated should have received an email from Marilyn. For those who have not used Ghost yet or need to get set up, there is a registration process. Issues will be directed to the Symantec rep.

Alicia – Currently working on 261 work orders and APR's.

R.D. – The mainframe disaster recovery drill has been completed. Purchasing has a draft RFP for a new mainframe contract for disaster recovery. This includes the AS400 system.

#### **10. MO GIS Advisory Council/GIO Update (Tim Haithcoat/Bobbie Koelling) –**

GIS day at the Capital is 3/31/08 from 10:00am to 3:00pm.

### **OPEN DISCUSSION**

1. Doug Young – E-waste and surplus - Have been doing work with a computer vendor and having them remove, format and sell old PCs. The return on investment has been very positive.
2. Dan Ross – Agencies wishing to hire GIS interns for the summer should contact Tim Haithcoat.

### **REVIEW OF ACTION ITEMS**

1. Paul Wright to provide information regarding location of documents and possible training regarding Non- Competitive Exam for CIT Trainees and CIT I Merit Classifications.

Doug asked for a motion to adjourn. Steve Adams motioned, Cliff Gronauer seconded, it was voted on and the meeting was adjourned.

### **NEXT MEETING**

The next ITAB meeting is scheduled for **Wednesday, May 28, 2008 at 8:30 a.m. at the Kirkpatrick State Information Center, Interpretive Center, 600 West Main Street, Jefferson City, MO.**

DY/rh